

## **SUBDIVISION AND LAND DEVELOPMENT**

**SUBMISSION REQUIREMENTS: (MUST be assembled in 22 separate packets)**

**22** Copies Each of: LSTWP Application; Deed; BCPC Application; BCCD Application and Full Size Plans

**1** DIGITAL Copy of Plans

**4** Copies of Storm Water Management Plan *(if required)*

**4** Copies of Traffic Impact Study *(if required)*

**PAYMENT REQUIREMENTS:** 2 checks made payable to Lower Southampton Township *(1 check for FILING FEE and 1 check for ESCROW)*

**Subdivision OR Land Development Sketch Plan**

a) Filing Fee	B.C. Planning review only <i>(NO Engineer's review)</i>	\$ 1,500.00
b) Escrow Fee		\$ 5,000.00

**Minor Subdivision (2 lots or units)**

a) Filing Fee	\$ 2,500.00
b) Escrow deposit against Township expenses	\$ 5,500.00

**Major Subdivision (3 to 10 lots or units)**

a) Filing Fee	\$ 3,300.00
b) Plus per each lot or unit	\$ 300.00
c) Escrow deposit against Township expenses	\$10,000.00

**Major Subdivision (10 or more lots or units)**

a) Filing Fee	\$ 3,500.00
b) Plus per each lot or unit	\$ 350.00
c) Plus per each lot or unit	\$10,000.00

***All Subdivisions are subject to fees shown on application form for Bucks County Planning Commission***

**Curative Amendments**

a) Application Fee	\$10,000.00
b) Escrow	\$ 5,000.00

**Other Hearings before the Board of Supervisors**

a) Storage of motor vehicles nuisances	\$250.00
b) Relief from noise limitations	\$250.00

**Land Development and Site Plan Review (Non-Residential – Commercial – Planned Industrial only)**

a) Filing Fees		
0 to 25,000 square feet plus \$100.00 per tenant/leasehold		\$ 2,700.00
25,001 to 50,000 square feet plus \$100.00 per tenant/leasehold		\$ 3,300.00
50,001 to 100,000 square feet plus \$300.00 per tenant/leasehold		\$ 3,800.00
100,001 and over square feet plus \$350.00 per tenant/leasehold		\$ 4,200.00
b) Escrow Fee		
0 to 25,000 square feet		\$10,000.00
25,001 to 50,000 square feet		\$12,000.00
50,001 to 100,000 square feet		\$15,000.00
100,001 and over square feet		\$20,000.00

**Request for Land Development Waivers**

a) Filing Fee	\$ 1,300.00
b) Escrow Fee	\$ 1,500.00

**Flood Plain and or Steep Slope Review**

a) Filing Fee	\$ 800.00	* Plus fees for
b) Escrow Fee	\$ 5,000.00	Township Professional
c) Letters of Certification	\$ 160.00	

**Lot Grading Plan Reviews for Building Permits**

a) Filing Fee	\$ 300.00
b) Escrow Fee	\$ 5,000.00

**Conditional Use**

a) Filing Fee	\$ 1,500.00
b) Escrow Fee	\$ 5,000.00

**Conditional Use and Waiver of Land Development**

a) Filing Fee	\$ 2,500.00
b) Escrow	\$ 5,000.00

Date of Application: \_\_\_\_\_ Fee(s) Paid: \_\_\_\_\_ File Number: \_\_\_\_\_

**OWNER OF RECORD OF LAND:**

Name \_\_\_\_\_ Telephone Number \_\_\_\_\_

Address \_\_\_\_\_ E-Mail Address \_\_\_\_\_

**APPLICANT:**

Name \_\_\_\_\_ Telephone Number \_\_\_\_\_

Address \_\_\_\_\_ E-Mail Address \_\_\_\_\_

**AGENT or ATTORNEY:**

Name \_\_\_\_\_ Telephone Number \_\_\_\_\_

Address \_\_\_\_\_ E-Mail Address \_\_\_\_\_

**REGISTERED ENGINEER or SURVEYOR:**

Name \_\_\_\_\_ Telephone Number \_\_\_\_\_

Address \_\_\_\_\_ E-Mail Address \_\_\_\_\_

**NAME of SUBDIVISION:** \_\_\_\_\_

Recorded Date \_\_\_\_\_ Deed Book Number \_\_\_\_\_ Page Number \_\_\_\_\_

Zoning Classification \_\_\_\_\_

Area of land to be subdivided (in acres) \_\_\_\_\_ Number of lots \_\_\_\_\_

Average sales price of structures to be built \_\_\_\_\_ Linear feet of new streets \_\_\_\_\_

Restrictions, covenants, etc. under which lots are to be sold \_\_\_\_\_ copies are attached

Improvements to be made, by the applicant, to the subject land:

Curbs \_\_\_\_\_

Park Land \_\_\_\_\_

Storm Drainage \_\_\_\_\_

Monuments \_\_\_\_\_

Sidewalks \_\_\_\_\_

Street Lighting \_\_\_\_\_

Sewage Disposal \_\_\_\_\_

Water Supply and Fire Hydrants \_\_\_\_\_

Widening of Existing Streets \_\_\_\_\_

Other (please describe) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Period required for the completion of all items listed in section above \_\_\_\_\_

Attached is a legal description of the land, as set forth in the deed \_\_\_\_\_ (please confirm with a ✓)

**PLEASE CHECK APPROPRIATE SUBMISSION**

Preliminary \_\_\_\_\_ Preliminary/Final \_\_\_\_\_ Final \_\_\_\_\_

Sketch Plan \_\_\_\_\_ Conditional Use \_\_\_\_\_

\_\_\_\_\_  
Signature of Owner



# Subdivision and Land Development Review Application

Neshaminy Manor Center  
1260 Almshouse Road Doylestown, PA 18901  
Phone 215/345-3400 Fax 215/345-3886

This application must be completed by the applicant or his/her agent and submitted along with one copy of the plan and required fee (see fee schedule on back) for subdivision and land development reviews mandated by the Pennsylvania Municipalities Planning Code, Act 247 of 1968, as amended.

**Municipality** \_\_\_\_\_

**Name of Proposal** \_\_\_\_\_

**Location** \_\_\_\_\_

**Tax Parcel No.** \_\_\_\_\_ **Total Acreage** \_\_\_\_\_

**Applicant** \_\_\_\_\_ **Telephone** \_\_\_\_\_

**Address** \_\_\_\_\_

**Owner of Record** \_\_\_\_\_

**Address** \_\_\_\_\_

**Present Land Use** \_\_\_\_\_

**Proposal Residential** 1) Number of lots or units \_\_\_\_\_ **Nonresidential** 1) Number of lots or leaseholds \_\_\_\_\_  
2) Proposed new building area \_\_\_\_\_ Gross square feet (floor area)

- Water Supply** (check one)
- Public
  - Community On-site
  - Individual On-lot

- Sewerage** (check one)
- Public
  - Community On-site
  - Individual On-lot

The following documentation is required for every plan submission at the applicable level in addition to a completed application form. Please check appropriate state of plan submission.

- |                                                          |                                                                                                        |
|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> <b>Sketch Plan or</b>           | <input type="checkbox"/> One copy of plan                                                              |
| <input type="checkbox"/> <b>Revised Sketch Plan</b>      |                                                                                                        |
| -----                                                    |                                                                                                        |
| <input type="checkbox"/> <b>Preliminary Plan or</b>      | <input type="checkbox"/> One copy of preliminary plan/revised preliminary plan                         |
| <input type="checkbox"/> <b>Revised Preliminary Plan</b> | <input type="checkbox"/> Review of fee (see schedule on back)                                          |
|                                                          | <input type="checkbox"/> Proof of variances, special exceptions, conditional uses, or other agreements |
|                                                          | <input type="checkbox"/> Sewage Facilities Planning Module                                             |
|                                                          | <input type="checkbox"/> Transportation Impact Study                                                   |
| -----                                                    |                                                                                                        |
| <input type="checkbox"/> <b>Final Plan or</b>            | <input type="checkbox"/> One copy of final plan/revised final plan                                     |
| <input type="checkbox"/> <b>Revised Final Plan</b>       | <input type="checkbox"/> Review fee (see schedule on back)                                             |
|                                                          | <input type="checkbox"/> Conditions of preliminary approval                                            |

If proposal is made by applicant or agent directly to the Bucks County Planning Commission (BCPC), the following certification is required to assure that all plans submitted to the BCPC are also submitted to the municipal government for review.

I hereby certify that this plan has been submitted for review to the Township/Borough of \_\_\_\_\_ and that, if the plan is withdrawn from consideration by the municipality, it will also be withdrawn from the BCPC review process via written notification.

Members of the BCPC and staff are authorized to enter land for site inspection if necessary.

\_\_\_\_\_  
Print Name of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

<b>BCPC USE ONLY</b>	
BCPC File No.	_____
Date Received	_____
Review Date	_____
Fee Paid	_____

**BUCKS COUNTY PLANNING COMMISSION FEE SCHEDULE FOR REVIEWS**

The following fees will be charged by the Bucks County Planning Commission for subdivision and land development reviews as authorized by Act 194 amending Act 247, the Pennsylvania Municipalities Planning Code. These fees are effective January 1, 2004. Plans will not be accepted for review without the appropriate fee and completed application form. If you need assistance in calculating application fee(s), please call us at 215-345-3400.

**Residential subdivisions, land developments, and conversions** (Including Tentative Planned Residential Development Plans)

		<b>Base Fee +</b>			
-	2	lots or units	=	\$150	
3	- 10	lots or units	=	\$100 + \$60	for each lot/unit over 2
11	- 25	lots or units	=	\$600 + \$40	for each lot/unit over 10
26	- 50	lots or units	=	\$1,200 + \$35	for each lot/unit over 25
51	- 100	lots or units	=	\$1,800 + \$15	for each lot/unit over 50
101	+	lots or units	=	\$2,400 + \$10	for each lot/unit over 100

**Nonresidential land developments**

		<b>Base Fee +</b>			
0	- 5,000	sq. ft.	=	\$300 + \$40	for every 1,000 gross sq. ft. of floor area
5,001	+	sq. ft.	=	(no base fee) \$0.10	per square foot not to exceed \$4,500

**Nonresidential subdivisions**

-	2	lots or units	=	\$200	
3	- 10	lots or units	=	\$100	per lot
11	+	lots or units	=	\$95	per lot

**Curative Amendments** (not municipal curative amendments)      \$1,500  
**Private Petitions for Zoning Change** (not municipal petition)      \$1,000

For the purposes of this Fee Schedule the definitions in Article II of the Pennsylvania Municipalities Planning Code of subdivision and land development shall be used. There is **no fee** for review of a sketch plan or final plan (unless otherwise noted below) submission.

All fee charges are intended to cover the entire review process from preliminary to final stages **except** as follows:

- 1) **Each resubmission of a preliminary or final plan with minor revisions** shall be subject to an additional fee not to exceed the required fee listed in the tables above or \$200.00, whichever is less. A subdivision which proposes no more than two lots may be resubmitted with minor revisions one time without a charge for the review.
- 2) **Each resubmission of a preliminary or final plan involving a major revision or change in program** from the original submission shall be required to pay an additional fee as required in the tables above. A major revision or change in program may include but is not limited to a change in use, dwelling type, density, lot layout, or street layout.
- 3) **Each plan submitted for review two years after the first submission** shall be subject to an additional fee not to exceed the required fee listed in the tables above or \$150.00, whichever is less, if the plan contains only minor revisions. If there are major revisions to the plan, the submission will require a fee in accordance with the fee schedule above.
- 4) **Proposals submitted which contain a mix of uses** will be subject to the appropriate fee for each use.

**MEETINGS WITH THE STAFF** of the Bucks County Planning Commission to discuss applications either prior to or during the formal development application are encouraged and are free of charge. Appointments can be made by contacting 215/345-3400.

**SIGNING OF PLANS FOR RECORDING:** We require one paper copy of a final plan with municipal signatures when mylars/plans are brought in to the Bucks County Planning Commission for signing.

**REQUESTS FOR ADDITIONAL COPIES OF REVIEW**

Copies of the Bucks County Planning Commission review of this proposal will be sent to the applicant, municipality, and municipal engineer. If you wish to have copies sent to other persons, please type names and addresses below:

**Engineer/Architect/Surveyor:**

**Other:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



# BUCKS COUNTY CONSERVATION DISTRICT

1456 FERRY ROAD, SUITE 704  
DOYLESTOWN, PA 18901-5550  
P (215)345-7577 F (215)345-7584

*In Pursuit of Environmental Excellence*

## E&S APPLICATION / GENERAL INFORMATION FORM

This form must be completed and submitted along with the required plans and fees for both first time E&S reviews and resubmissions. Please see page 2 for instructions regarding the number of copies required for various submissions.

**PLEASE SUBMIT FOLDED PLANS TO THE DISTRICT. ROLLED PLANS WILL NOT BE ACCEPTED.**

Township/Borough \_\_\_\_\_ Project Street Location \_\_\_\_\_

Project Name \_\_\_\_\_

Tax Parcel No. (s) \_\_\_\_\_

Name of Nearest Stream \_\_\_\_\_ Stream Classification \_\_\_\_\_

Submitted By:  Engineering Firm/Plan Designer  Contractor  Landowner  Twp.

Sealed Engineer Name: \_\_\_\_\_ Engineering Contact: \_\_\_\_\_

Name of Engineering/Designing Firm \_\_\_\_\_ Phone#: \_\_\_\_\_ Ext. \_\_\_\_\_

Mailing Address \_\_\_\_\_

Fax#: \_\_\_\_\_ e-mail: \_\_\_\_\_

Landowner Name(s) \_\_\_\_\_ Landowner Phone# \_\_\_\_\_

Landowner Mailing Address \_\_\_\_\_

\*TOTAL ACREAGE \_\_\_\_\_ \*ACRES TO BE DISTURBED \_\_\_\_\_ #Lots \_\_\_\_\_ #Units \_\_\_\_\_

**\*(Do not use square feet. Square feet divided by 43,560 = Total Acres)**

Plan Date OR Most Recent Revision Date: \_\_\_\_\_ NEW PLAN  RESUBMISSION

**ADMINISTRATIVE INCOMPLETE INFO ONLY (\$250.00 RE-FILE FEE)**

**INCLUDED WITH SUBMISSION ARE:**  PLANS/NARRATIVES  FEE(S)  NPDES APPLICATION

### **\*\*FEE SCHEDULE FOR E&S REVIEWS (BASED ON *DISTURBED* ACRES ONLY)**

**SINGLE FAMILY HOME (1 RESIDENCE) WITH UNDER 1 ACRE OF DISTURBANCE = \$150.00**

#### **ALL OTHER EARTH DISTURBANCE:**

.02296 to 0.99 acres \$590.00  
1.0 to 1.99 acres \$1,190.00  
2.0 to 4.99 acres \$1,780.00  
5.0 to 9.99 acres \$2,380.00  
10.0 to 24.99 acres \$3,470.00  
25+ acres \$3,470.00 +  
Additional \$70.00 per acre for each acre over 25  
(Fractions of an acre are rounded up to the next whole acre.)

**\*\*PLEASE READ PAGE 2 OF THIS APPLICATION UNDER "EXEMPTIONS AND EXCEPTIONS"**

**TIMBER HARVEST (DISTURBED ACRES ONLY)**  
0.0-24.99 ACRES = \$65.00; 25.0+ ACRES = 100.00 + ESC PERMIT  
**SMALL POND WORK E&S FEE = \$65.00 (MAY REQUIRE NPDES PERMIT, SEE REVERSE SIDE /"NPDES INFORMATION".**

**FOR PROJECTS WITH EARTH DISTURBANCE OF ONE (1) ACRE OR MORE IT IS REQUIRED THAT AN NPDES APPLICATION (NOI) BE SENT WITH E&S SUBMISSION.**

#### ***BCCD USE ONLY BEYOND THIS POINT***

ENTRY # \_\_\_\_\_

DEP CWF FEE \$ \_\_\_\_\_ CHECK# \_\_\_\_\_

E&S FEE REC'D \$ \_\_\_\_\_ CHECK# \_\_\_\_\_

P&H FEE \$ \_\_\_\_\_ CHECK# \_\_\_\_\_

EXPEDITED FEES \$ \_\_\_\_\_ CHECK# \_\_\_\_\_

NPDES # ASSIGNED \_\_\_\_\_

NPDES FEE \$ \_\_\_\_\_ CHECK# \_\_\_\_\_

DATE SENT BACK \_\_\_\_\_

**GENERAL INFORMATION:**

E&S reviews are processed in the order they are received. The District is required to complete its review within 30 days. Projects requiring NPDES Applications (NOI) will be reviewed for Administrative and Technical completeness within 15 Business days of receipt. If the NOI is considered to be Administratively and Technically Complete, the E&S review will follow within 22 Business days. Re-submittals will be processed within 17 business days of receipt.

The BCCD Office Does NOT process Chapter 105 General Permits 1 – 9 & 15. They must be submitted to the S.E. Regional DEP Office, 2 East Main Street, Norristown, PA 19401. 484-250-5900. Please refer to the DEP website ([www.dep.state.pa.us](http://www.dep.state.pa.us)) for any further information.

If a meeting with the BCCD is needed, PLEASE CALL AHEAD TO SCHEDULE AN APPOINTMENT.

E&S Review letters are sent to the Landowner, appropriate Municipal government, Bucks County Planning Commission, and Engineer / Plan Designer.

**PLEASE NOTE:** If copies of review letters are needed by any other entities please attach names and addresses.

**E&S FEE INFORMATION:**

BCCD DOES NOT ACCEPT CASH OR CREDIT CARDS.

**E&S FEE EXEMPTIONS AND EXCEPTIONS:**

County agencies, volunteer fire stations, volunteer ambulance services, conservation co-operator farms, & plans with lot subdivision only and no earth moving involved are exempt from fees. Municipalities and Public Schools please submit One half (1/2) of the fee listed under “ALL OTHER EARTH DISTURBANCE” fee schedule.

FEEES ARE REQUIRED FOR ALL OTHER SUBMISSIONS.  
THERE ARE NO EXEMPTIONS FROM EXPEDITED REVIEW FEES.

E&S submissions and resubmissions require one (1) plan set, one (1) General Information Form, and appropriate fee. MAKE CHECKS PAYABLE TO “BUCKS COUNTY CONSERVATION DISTRICT” OR “BCCD”.

Withdrawal of a submission prior to a response from the BCCD is subject to a fee of either fifteen percent (15%) of the original fee or \$150.00, whichever is less. Plans withdrawn for any reason will require a full fee when resubmitted.

**NPDES INFORMATION:**

A separate federally mandated NPDES General Permit is needed if proposed earth disturbance is one (1) acre or greater. The fee for this permit is \$500.00, payable to “BCCD-CWF”

An NPDES Individual Permit is needed if the project is one (1) acre or greater and located in High Quality (HQ) or Exceptional Value (EV) Watershed. Please refer to Chapter 93, Water Quality Standards, Title 25 of PA CODE. The fee for this permit is \$1500.00, payable to “BCCD-CWF”.

With every NPDES Submission, please include 3 copies of plans and narratives for review, and a check for \$100.00 per disturbed acre, (rounded to the nearest whole acre) made payable to the “PA-CWF”. DISTURBED ACRE FEES ARE COLLECTED BY THE BCCD AND DELIVERED TO THE PA DEP WEEKLY.

BCCD requires a \$250.00 Re-filing fee for NPDES applications found to be incomplete on the first submission. Required information must be submitted to BCCD within 60 days of notice or the application and all associated plan sets will be considered withdrawn.

ALL APPLICATIONS FOR NPDES PERMITS ARE PROCESSED BY BCCD OFFICE. PLEASE INCLUDE THEM WITH THE E&S SUBMISSION IN THEIR ENTIRETY.

FOR E&S FORM, NPDES FORMS, AND POLICIES PLEASE VISIT [www.bucksccd.org](http://www.bucksccd.org) OR [www.dep.state.pa.us](http://www.dep.state.pa.us)

**RESUBMISSION GUIDELINES:**

Any submission involving a Major Revision from a previously reviewed plan shall be required to submit the FULL E&S Fee. A MAJOR change or revision on a plan may include, but is not limited to: a change in use, lot layout, street layout, grading changes, or basin revisions. If you have any questions, please call the BCCD office.

A Fee of 50% of the CURRENT FEE or \$1000.00 whichever is less, will be charged for each resubmission without major changes. New revision dates noted on the plans require a resubmission to BCCD, including an application and resubmission fee. A new review letter is required with corresponding plan dates.

Failure to begin earth moving within 2 years from date of BCCD’s Adequate E&S Review Letter will require a resubmission and will be subject to a full E&S fee.



# LOWER SOUTHAMPTON TOWNSHIP

1500 Desire Ave

Feasterville, PA 19053

Phone 215-357-7300 Fax 215-494-2965

Board of Supervisors

Ray Weldie  
Deborah Kaplan  
Edward Shannon  
Susan Cummings  
Kim Koutsouradis

Joseph Galdo  
Township Manager

## LAND DEVELOPMENT, SUBDIVISION AND PERMIT ESCROWS

**ESCROW REQUIRED:** On application for Land Developments, Subdivisions, and certain permits, it may be necessary for the Township Engineer or other professionals to review plans and inspect construction. The Township requires an escrow from the Applicant, as determined by the Township Engineer or Zoning Officer, for the estimate cost.

**PAYMENT OR PROFESSIONAL'S INVOICE:** Services billed by Professional Consultants for reviews and inspections plus an administrative fee of ten (10%) percent are paid from the Applicant's escrow account.

**ESCROW ARREARS:** Should the amount invoiced exceed the escrow amount, the Applicant will be billed monthly to replenish the escrow, and copies of invoices will be provided.

**REFUND OF REMAINING BALANCE:** When the work is completed, The Applicant may request a refund in writing of unexpended funds, and the final invoice and ledger will be provided.